

Suggestions for 4.1e AF SDL

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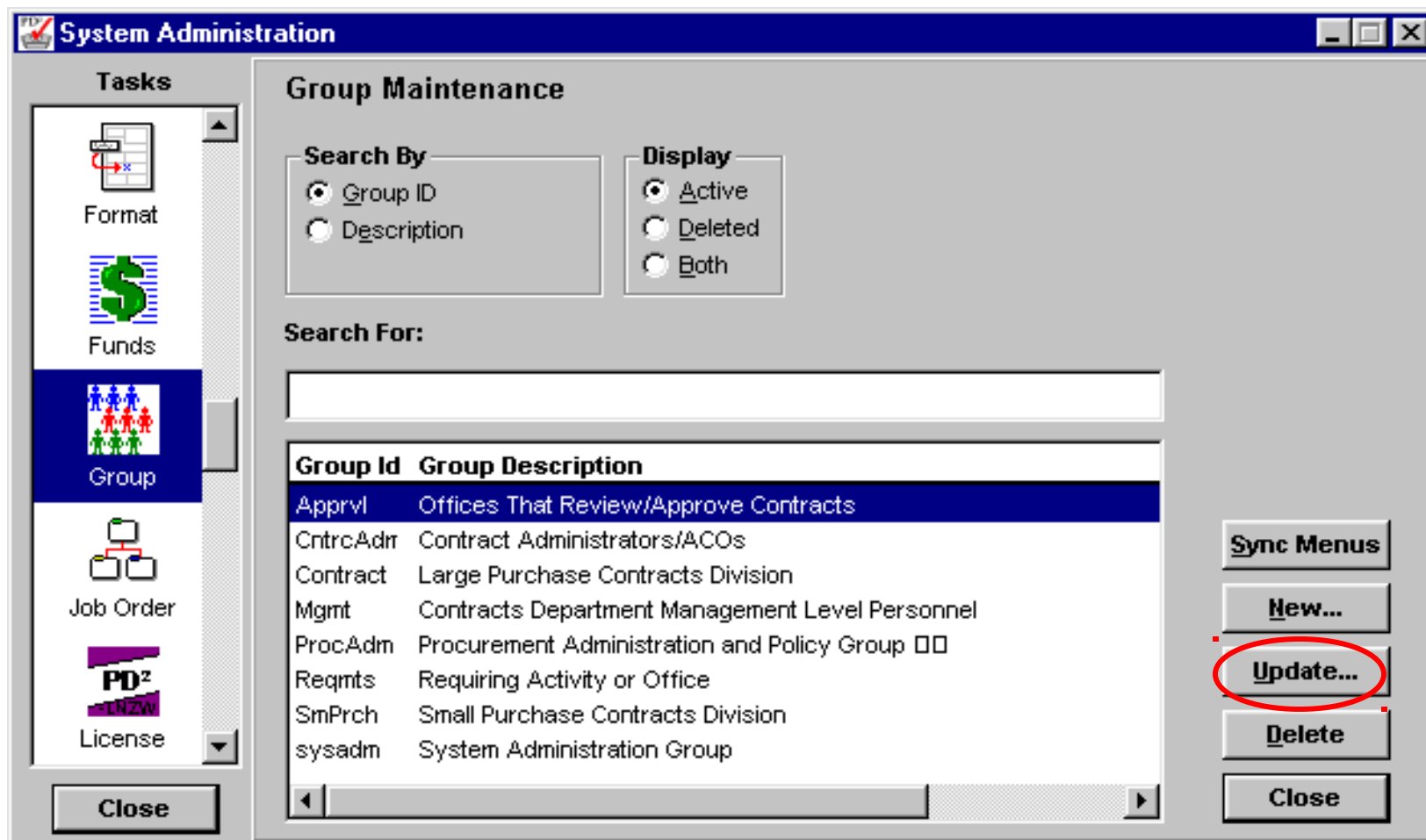
The Suggested Changes

- 1** Group Task -- Broaden User Search and Read Capabilities.
- 2** Team Cabinet -- Allow dragging into and out of Team Cabinets.
- 3** Warrant -- Update to include other contract actions in addition to FFP.
- 4** Clauses -- Correct AF Clauses that pull into awards only as “by reference.”
- 5** Approvals -- Give an Unlimited Contracting Officer the ability to approve all actions that require unlimited authority as well as anything below that threshold.
- 6** Format -- Adjust the default contract format for Construction and A&E contracts.

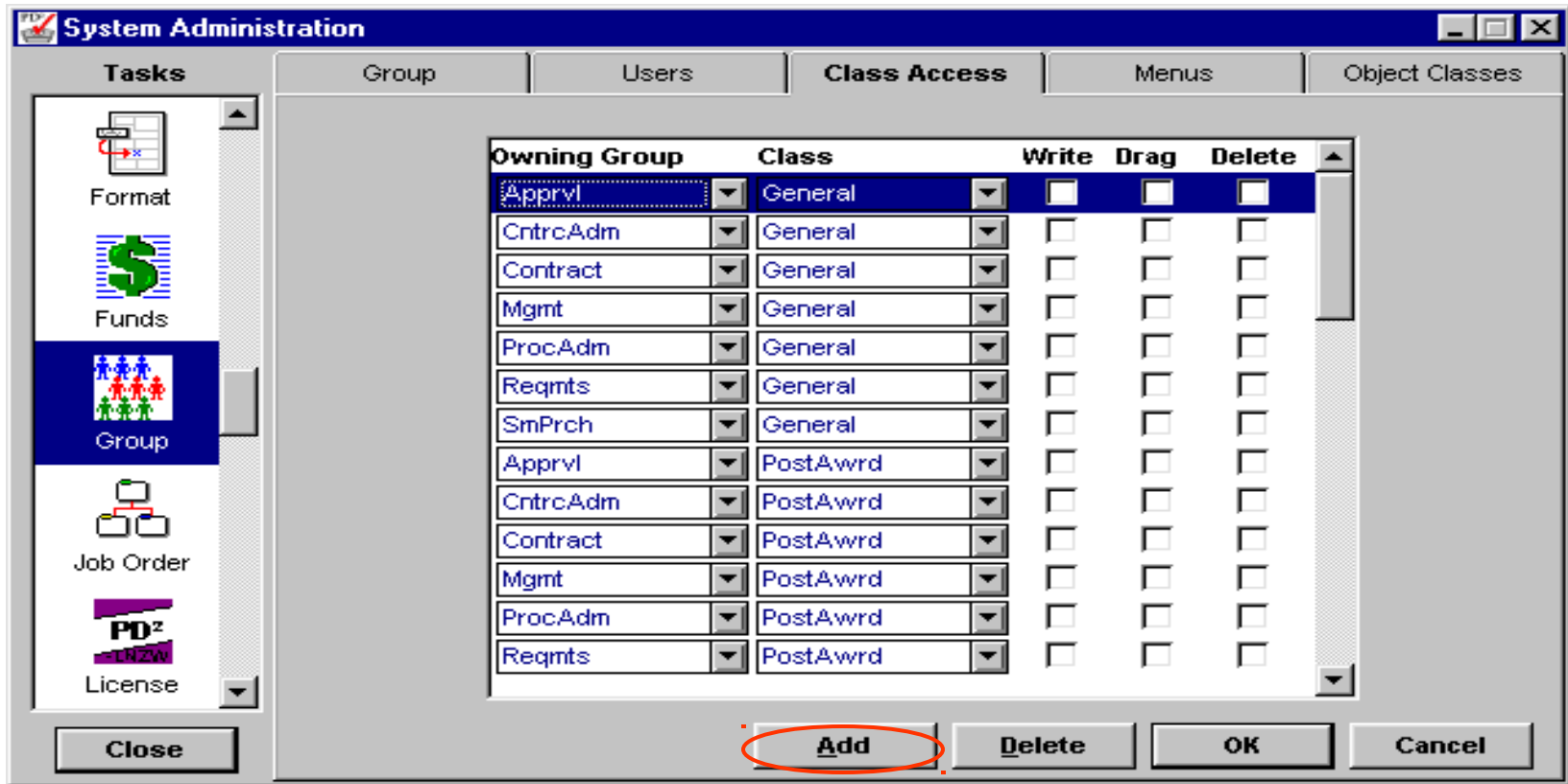
- To broaden user search capabilities in PD², follow the steps outlined in the next four slides.



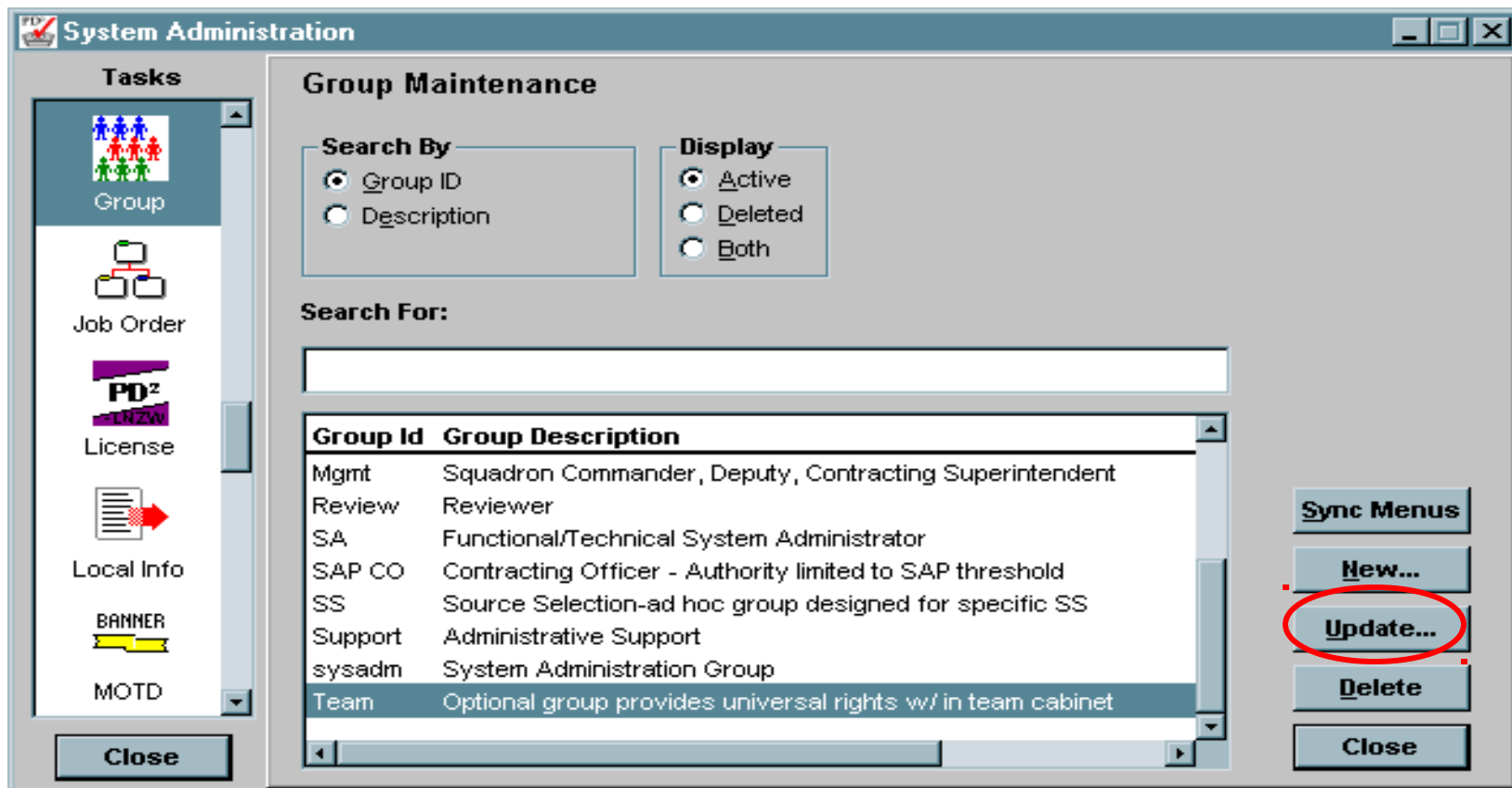
- Highlight each Group and click the Update button



- Add each owning group and class combination possible to Class Access with the exception of the *Source Selection Owning Group*. This will establish read access. (Do not check Write/Drag/Delete)



- After updating each group, update the Team group with the changes noted on the next slide.

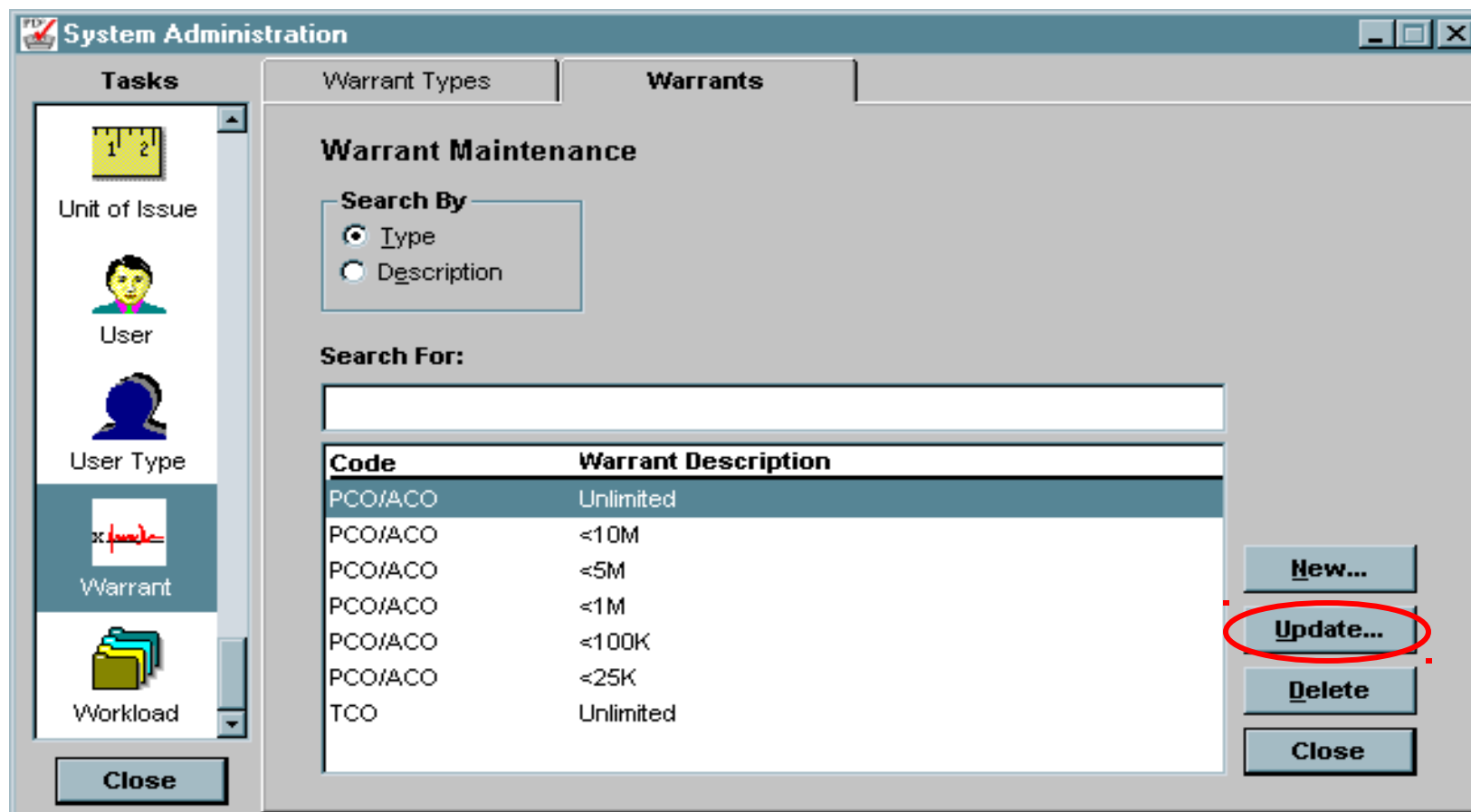




- Update the Warrant task to include other contract actions in addition to FFP. This will allow users to release documents other than FFP.



- Click on the Warrants Tab of the Warrant task and then select Update for each warrant code.



- Add the Award Types and select Cost for the Contract Type. If users will be creating other contract types, create additional entries for those contract types (i.e., FPI).

System Administration

Tasks

- Unit of Issue
- User
- User Type
- Warrant**
- Workload

Warrant—Update

Type:

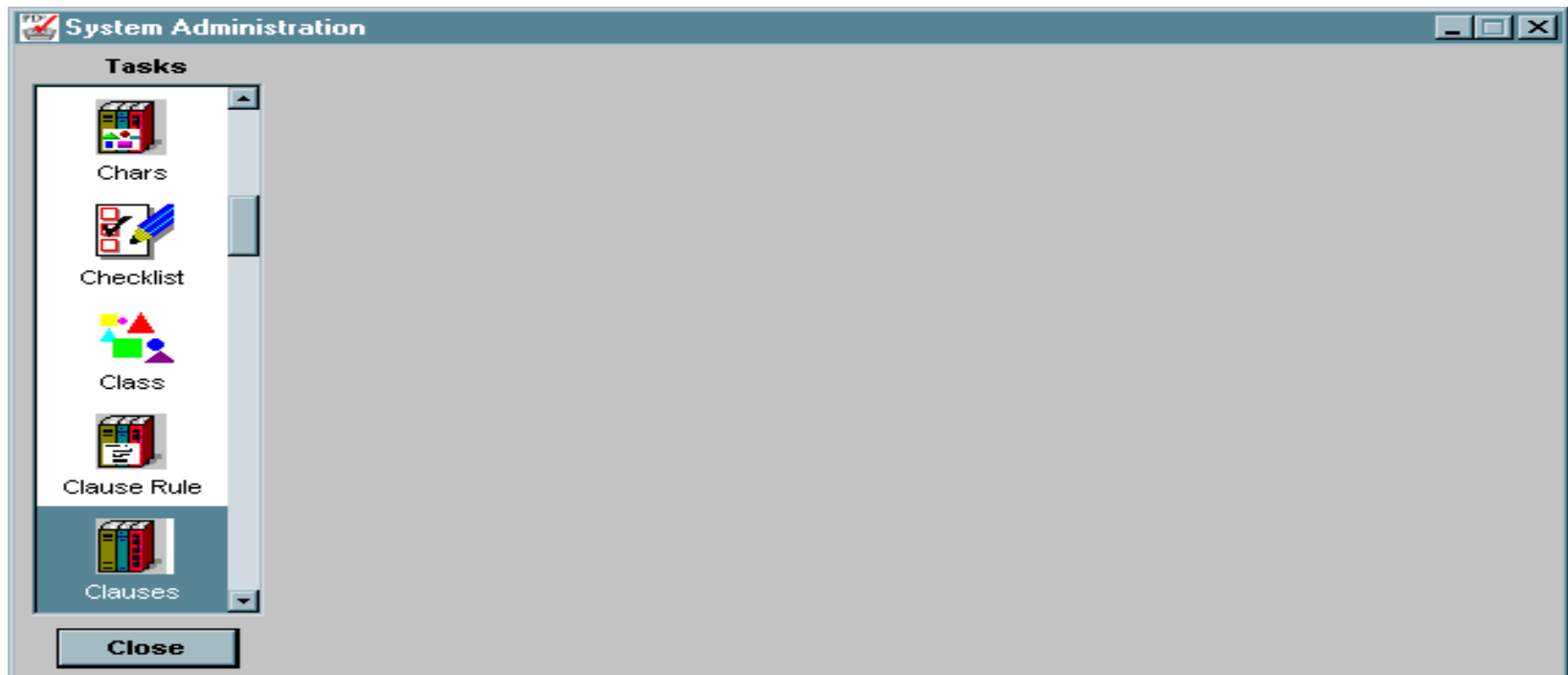
Description:

Award Type	Award Type	Contract Type	Dollar Value Limit
PO	PO	FFP	Unlimited
DO/TO	PO	COST	Unlimited
GSA FSS	DO/TO	FFP	Unlimited
Contract	GSA FSS	FFP	Unlimited
BPA Master	Contract	FFP	Unlimited
BPA Call	Contract	COST	Unlimited
	BPA Master	FFP	Unlimited
	BPA Call	FFP	Unlimited
	BPA Master	COST	Unlimited
	BPA Call	COST	Unlimited
	DO/TO	COST	Unlimited

FCP-RPD Fixed Ceiling Price - Retro Price Red
FFP-LOE Firm Fixed Price - Level of Effort
COST Cost

Close

- A few AF Clauses have been added to the Standard Data Load without allowing for user edits. If “user editable” is not selected when a clause is first entered into PD2, then users will never be able to select the clause as “by full text.” The default is “by reference.” The following changes describe how to correct this issue. Go to the Clauses task in System Administration.



- Select the clause and click Revise.

System Administration

Tasks

- Chars
- Checklist
- Class
- Clause Rule
- Clauses**

Clause Administration

Search By

- ☒ Clause Number
- ☐ Clause Title

Display

- ☒ Current
- ☐ Reserved
- ☐ All

Regulation

Revised Clauses Now Effective

[Notify Users](#)

Search For:

5352.225-9000

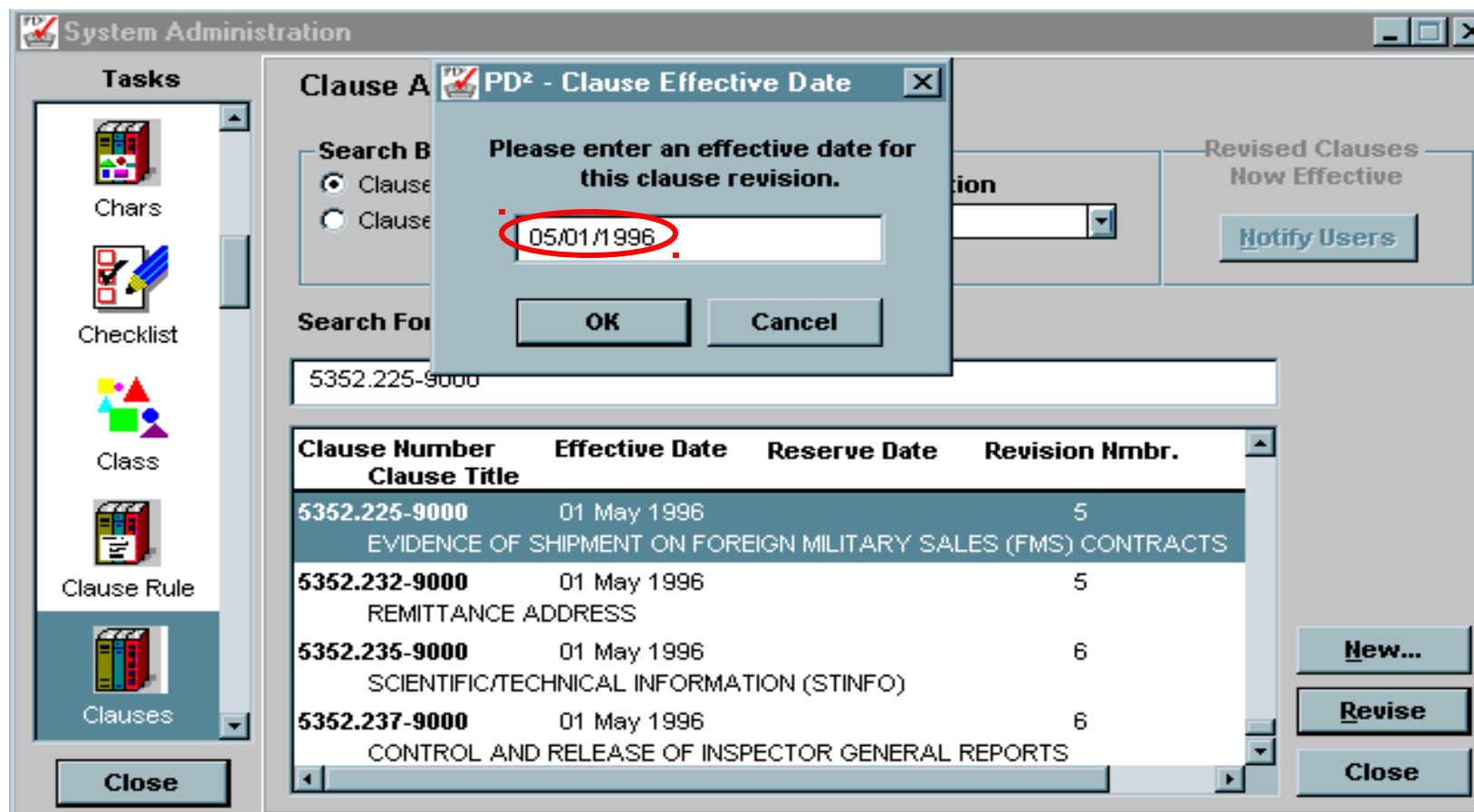
Clause Number	Effective Date	Reserve Date	Revision Nmbr.
5352.223-9000	01 May 1996		6
ELIMINATION OF USE OF CLASS I OZONE DEPLETING SUBSTANCES (ODS)			
5352.223-9001	01 Jun 1997		6
HEALTH AND SAFETY ON GOVERNMENT INSTALLATIONS			
5352.225-9000	01 May 1996		5
EVIDENCE OF SHIPMENT ON FOREIGN MILITARY SALES (FMS) CONTRACTS			
5352.232-9000	01 May 1996		5
REMITTANCE ADDRESS			

[New...](#)

[Revise](#)

[Close](#)

- Be sure to take note of the clause's effective date. Click OK.



- Rename the clause by adding an indicator to the beginning of the clause number. It should be something that will indicate that this clause will no longer be used. Make a note of the Clause Title, Regulation, and the selection preferences.

The screenshot shows a 'System Administration' window with a 'Tasks' sidebar on the left. The sidebar contains icons and labels for 'Chars', 'Checklist', 'Class', 'Clause Rule', and 'Clauses'. The 'Clauses' section is selected. The main window has three tabs: 'Clause', 'Rule', and 'Section'. The 'Clause' tab is active, displaying the following fields:

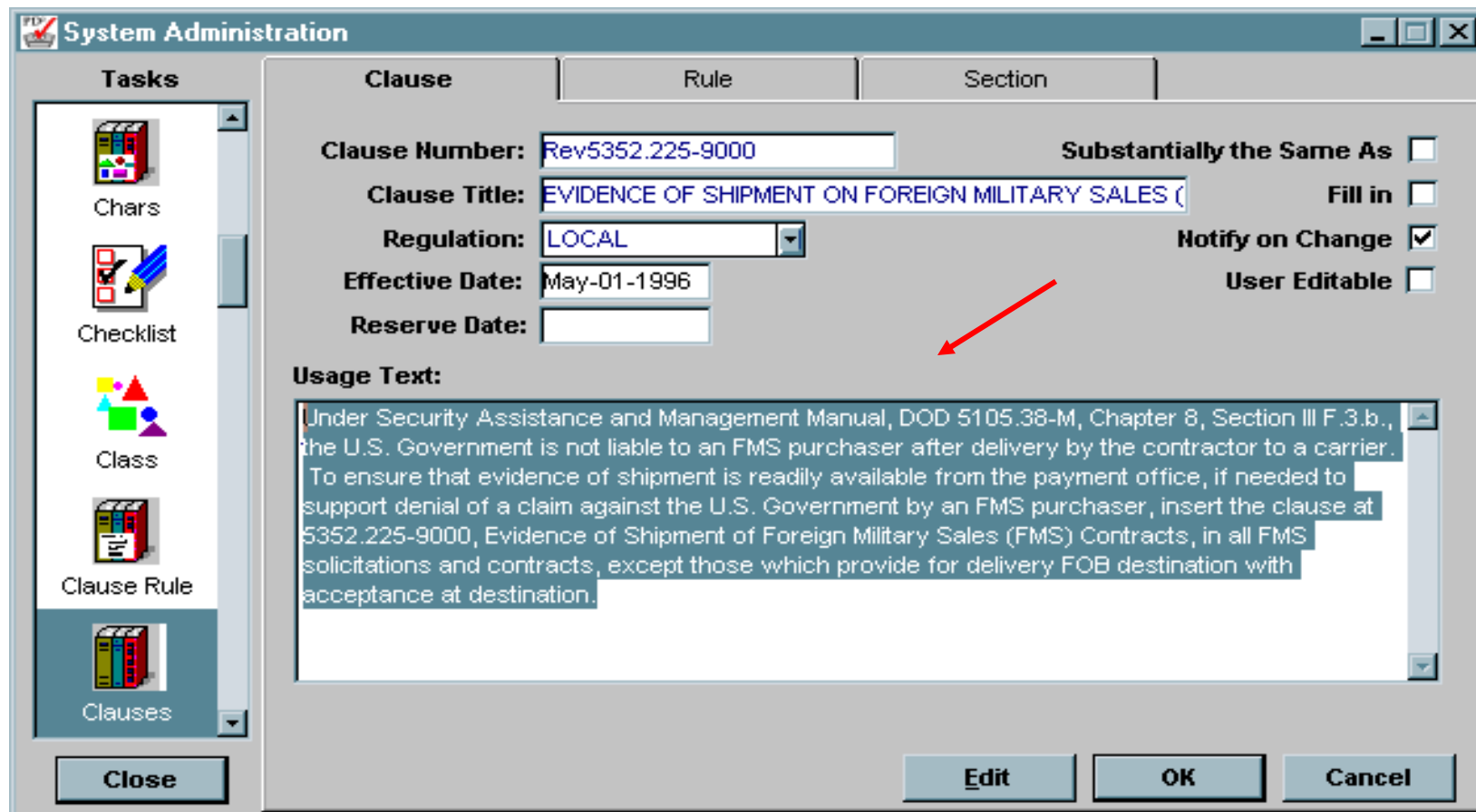
- Clause Number:** Rev5352.225-9000
- Clause Title:** EVIDENCE OF SHIPMENT ON FOREIGN MILITARY SALES (
- Regulation:** LOCAL
- Effective Date:** May-01-1996
- Reserve Date:** (empty)
- Substantially the Same As:** ☐
- Fill in:** ☐
- Notify on Change:** ☒
- User Editable:** ☐

Below these fields is a 'Usage Text' section with a text area containing the following text:

Under Security Assistance and Management Manual, DOD 5105.38-M, Chapter 8, Section III F.3.b., the U.S. Government is not liable to an FMS purchaser after delivery by the contractor to a carrier. To ensure that evidence of shipment is readily available from the payment office, if needed to support denial of a claim against the U.S. Government by an FMS purchaser, insert the clause at 5352.225-9000, Evidence of Shipment of Foreign Military Sales (FMS) Contracts, in all FMS solicitations and contracts, except those which provide for delivery FOB destination with acceptance at destination.

At the bottom of the window are three buttons: 'Edit', 'OK', and 'Cancel'. A red circle highlights the 'Notify on Change' checkbox, which is checked.

- Copy Usage Text.



System Administration

Tasks

- Chars
- Checklist
- Class
- Clause Rule
- Clauses**

Close

Clause | Rule | Section

Clause Number: Rev5352.225-9000

Clause Title: EVIDENCE OF SHIPMENT ON FOREIGN MILITARY SALES (

Regulation: LOCAL

Effective Date: May-01-1996

Reserve Date:

Substantially the Same As ☐

Fill in ☐

Notify on Change ☒

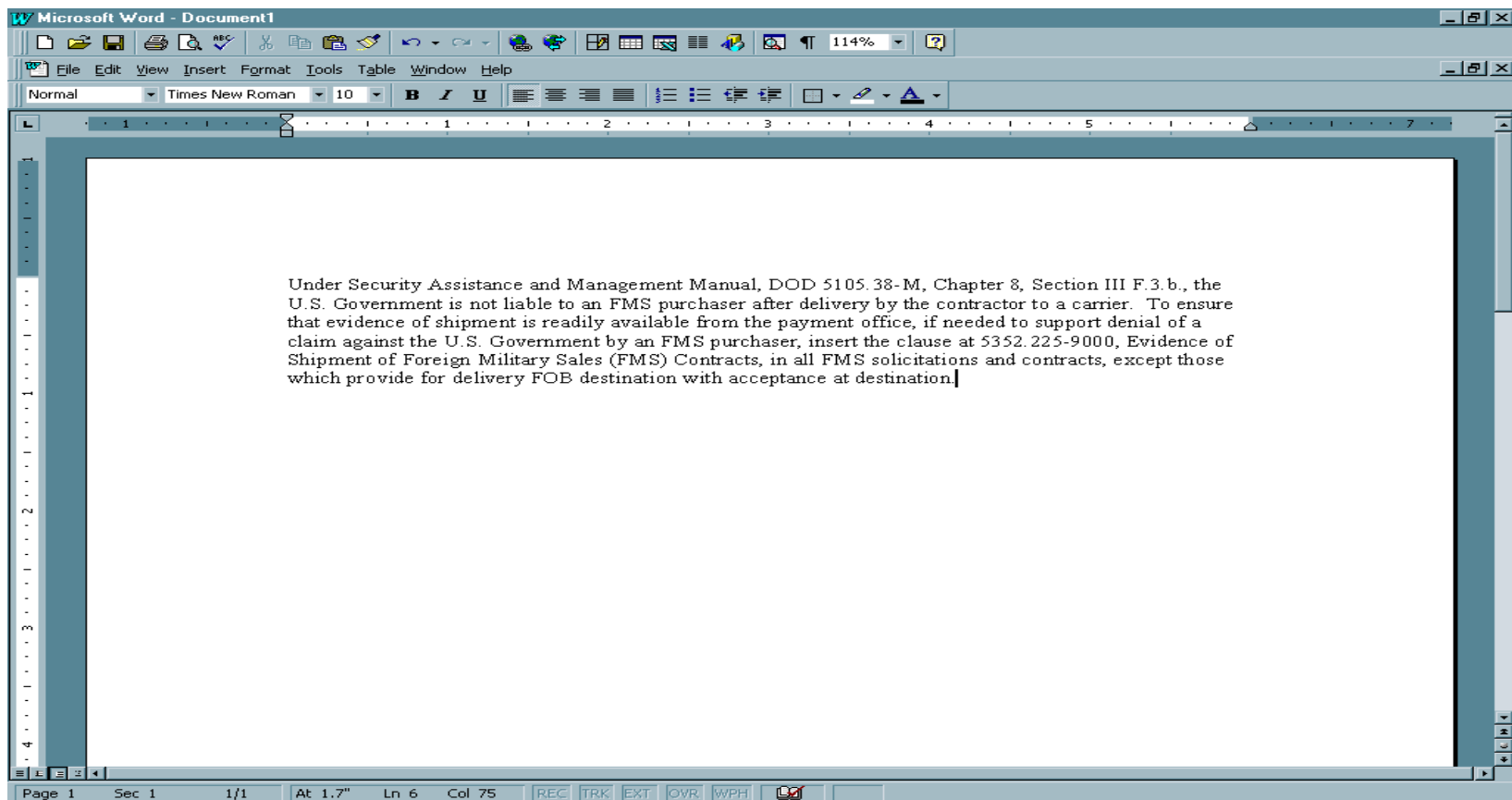
User Editable ☐

Usage Text:

Under Security Assistance and Management Manual, DOD 5105.38-M, Chapter 8, Section III F.3.b., the U.S. Government is not liable to an FMS purchaser after delivery by the contractor to a carrier. To ensure that evidence of shipment is readily available from the payment office, if needed to support denial of a claim against the U.S. Government by an FMS purchaser, insert the clause at 5352.225-9000, Evidence of Shipment of Foreign Military Sales (FMS) Contracts, in all FMS solicitations and contracts, except those which provide for delivery FOB destination with acceptance at destination.

Edit **OK** **Cancel**

- Paste the Usage Text into a MS Word document. Save the file with a name that indicates that it is the Usage Text.



- Next click the Edit button

The screenshot shows a 'System Administration' window with a 'Tasks' sidebar on the left. The sidebar contains icons and labels for 'Chars', 'Checklist', 'Class', 'Clause Rule', and 'Clauses'. The 'Clauses' section is selected. The main area has tabs for 'Clause', 'Rule', and 'Section'. The 'Clause' tab is active, displaying the following fields:

Clause	Rule	Section
Clause Number: Rev5352.225-9000		
Clause Title: EVIDENCE OF SHIPMENT ON FOREIGN MILITARY SALES (
Regulation: LOCAL		
Effective Date: May-01-1996		
Reserve Date:		

On the right side of the 'Clause' tab, there are four checkboxes:

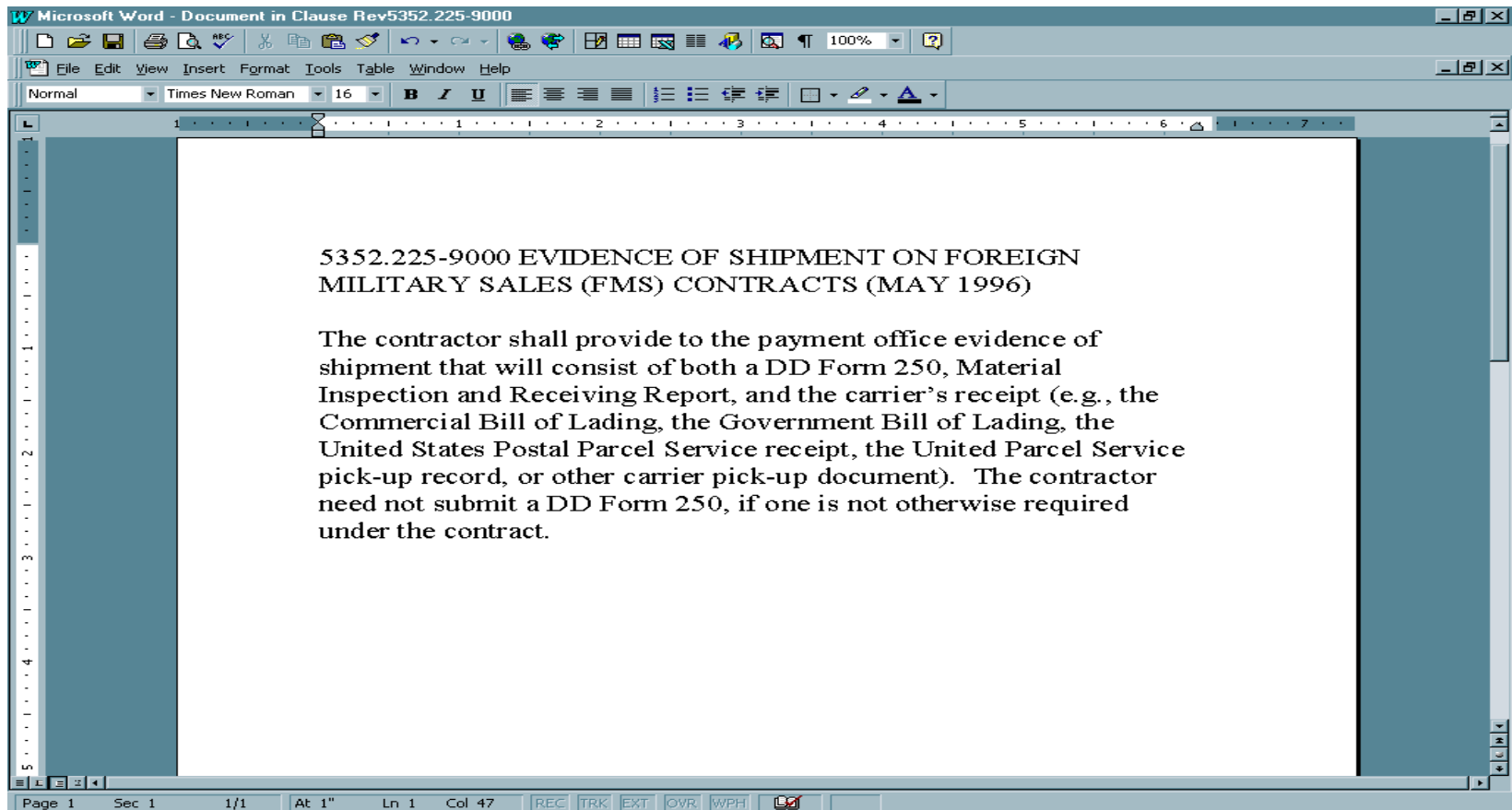
- Substantially the Same As ☐
- Fill in ☐
- Notify on Change ☒
- User Editable ☐

Below these fields is a 'Usage Text' section with a text area containing the following text:

Under Security Assistance and Management Manual, DOD 5105.38-M, Chapter 8, Section III F.3.b., the U.S. Government is not liable to an FMS purchaser after delivery by the contractor to a carrier. To ensure that evidence of shipment is readily available from the payment office, if needed to support denial of a claim against the U.S. Government by an FMS purchaser, insert the clause at 5352.225-9000, Evidence of Shipment of Foreign Military Sales (FMS) Contracts, in all FMS solicitations and contracts, except those which provide for delivery FOB destination with acceptance at destination.

At the bottom of the window, there are three buttons: 'Edit', 'OK', and 'Cancel'. The 'Edit' button is circled in red.

- Copy and paste the clause into a MS Word document, giving the file a name that indicates that it is the clause. Next select File>Close and Return to PD².



- Note which Rules are selected for this clause. Ensure that full-text is selected for the Incorporation when re-entering the clause.

The screenshot shows the 'System Administration' window with a 'Tasks' sidebar on the left. The sidebar includes icons for 'Chars', 'Checklist', 'Class', 'Clause Rule', and 'Clauses'. The 'Clauses' task is selected. The main window has three tabs: 'Clause', 'Rule', and 'Section'. The 'Rule' tab is active. A red arrow points to the 'Available Rules' list, which contains four entries: 'AF 5352.204-9000', 'AF 5352.204-9001', 'AF 5352.215-9000', and 'AF 5352.215-9001'. Below this is a 'Selected Rules' section with a list containing 'AF 5352.225-9000'. For this rule, the 'Required' dropdown is set to 'RWVA', and the 'Incorporation' dropdown is set to 'By Reference', which is circled in red. There is also a checked checkbox for 'Not Included'. At the bottom of the window are 'Close', 'OK', and 'Cancel' buttons.

Available Rules
AF 5352.204-9000
AF 5352.204-9001
AF 5352.215-9000
AF 5352.215-9001

Selected Rules
AF 5352.225-9000

Required: RWVA Incorporation: By Reference ☒ Not Included

- Note the Selected Sections for this clause. This information will be needed when the new clause is created.

System Administration

Tasks

- Chars
- Checklist
- Class
- Clause Rule
- Clauses

Close

Clause Rule Section

Format:

Available Sections

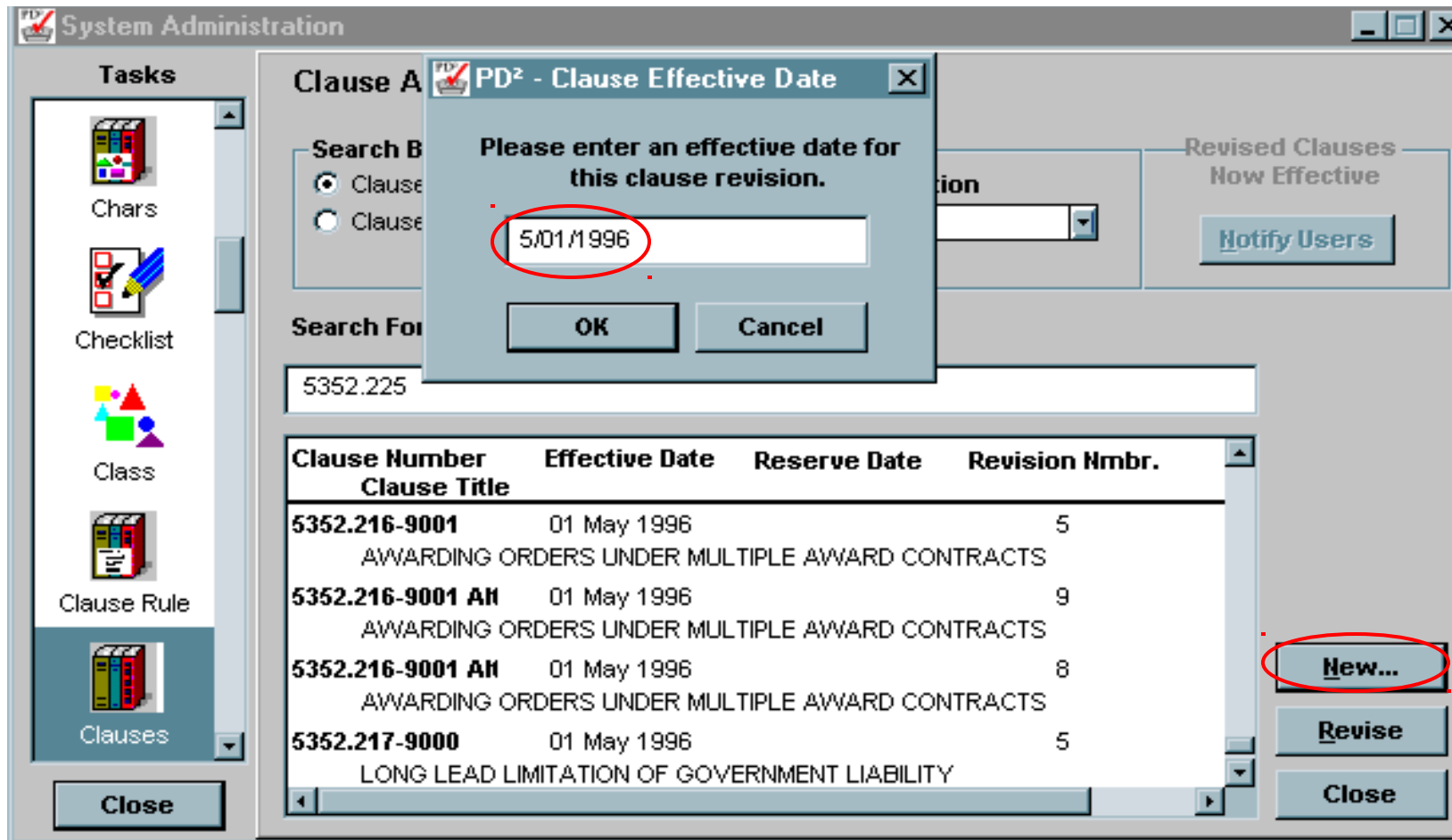
Format	Section	Section Title
1449	SF 30	BLOCK 14 CONTINUATION PAGE
CSI	SF 30	BLOCK 14 CONTINUATION PAGE
CSI	00010	Solicitation Contract Form

Selected Sections

Format	Section	Section Title
1449	SF 1449	CONTINUATION SHEET
CSI	00700	Contract Clauses
MCM	B-J, NULL	Multiple Contract Modification
UCF	I	Contract Clauses

OK Cancel

- Select the New button to create the corrected clause
- Enter the clause effective date that was noted earlier and click OK



- Fill in the Clause Number, Clause Title, and Regulation fields
- Important - select User Editable and any other boxes that need to be selected for this clause.
- Copy the Usage Text from the saved MS Word document and paste this language into the Usage Text field
- Click Edit

System Administration

Tasks

- Chars
- Checklist
- Class
- Clause Rule
- Cluses

Close

Clause | Rule | Section

Clause Number: 5352.225-9000
Clause Title: EVIDENCE OF SHIPMENT ON FOREIGN MILITARY SALES
Regulation: LOCAL
Effective Date: May-01-1996
Reserve Date:

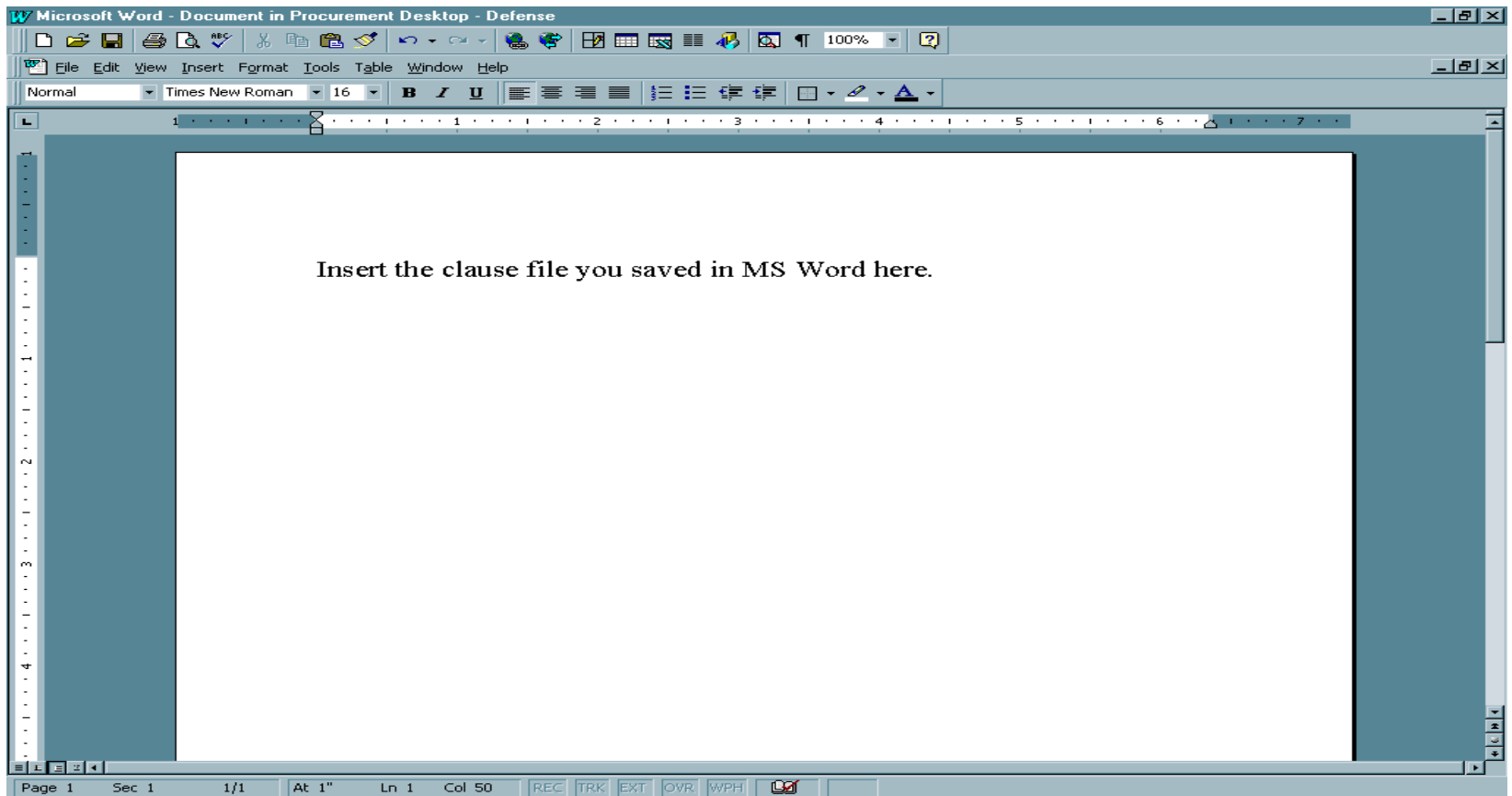
Substantially the Same As ☐
Fill in ☐
Notify on Change ☒
User Editable ☒

Usage Text:

Insert the usage text file that you saved in MS Word here.

Edit **OK** **Cancel**

- Insert the clause file saved in MS Word
- Select File>Close and Return to PD²



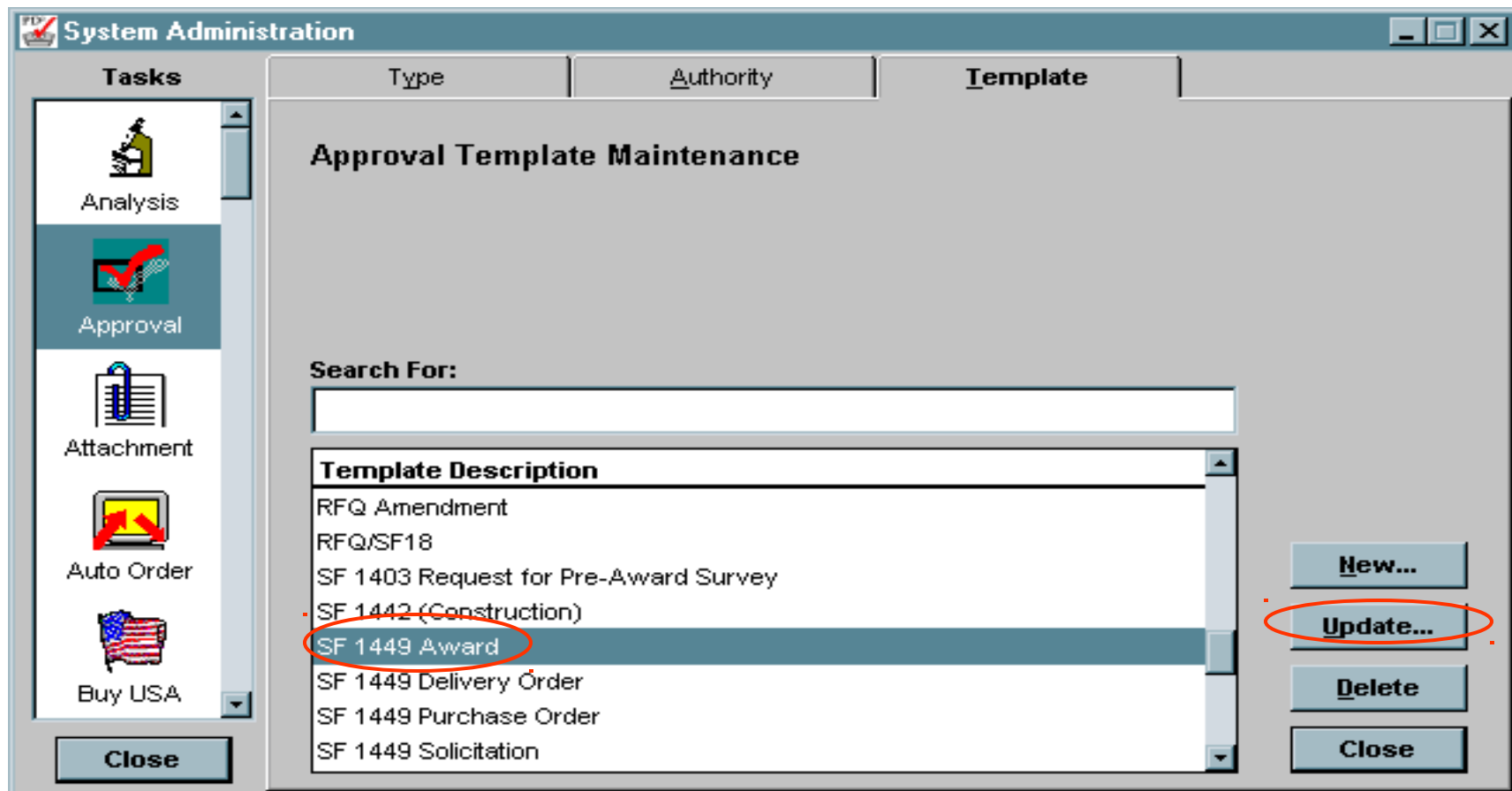
- The following clauses should be revised:

- **5352.216-9000**
- **5352.216-9001**
- **5352.216-9001 (Alt I)**
- **5352.216-9001 (Alt II)**
- **5352.217-9000**
- **5352.223-9000**
- **5352.223-9001**
- **5352.225-9000**
- **5352.232-9000**
- **5352.235-9000**
- **5352.237-9000**
- **5352.242-9000**

- Change the Approval template to give an Unlimited Contracting Officer the ability to approve all actions that require unlimited authority as well as anything below that threshold.



- From the Template tab of the Approval Task, select each Template Description and press Update



- Select all Codes for each Type

System Administration

Tasks

- Analysis
- Approval**
- Attachment
- Auto Order
- Buy USA

Description: SF 1449 Award

Types	Codes
CC/DCO	CO(L)
CO(L)	CO(U)
CO(U)	
CS	
Clerk	
Cmte	
Comp	
FC	
SA	
SADBU	
hca	

OK

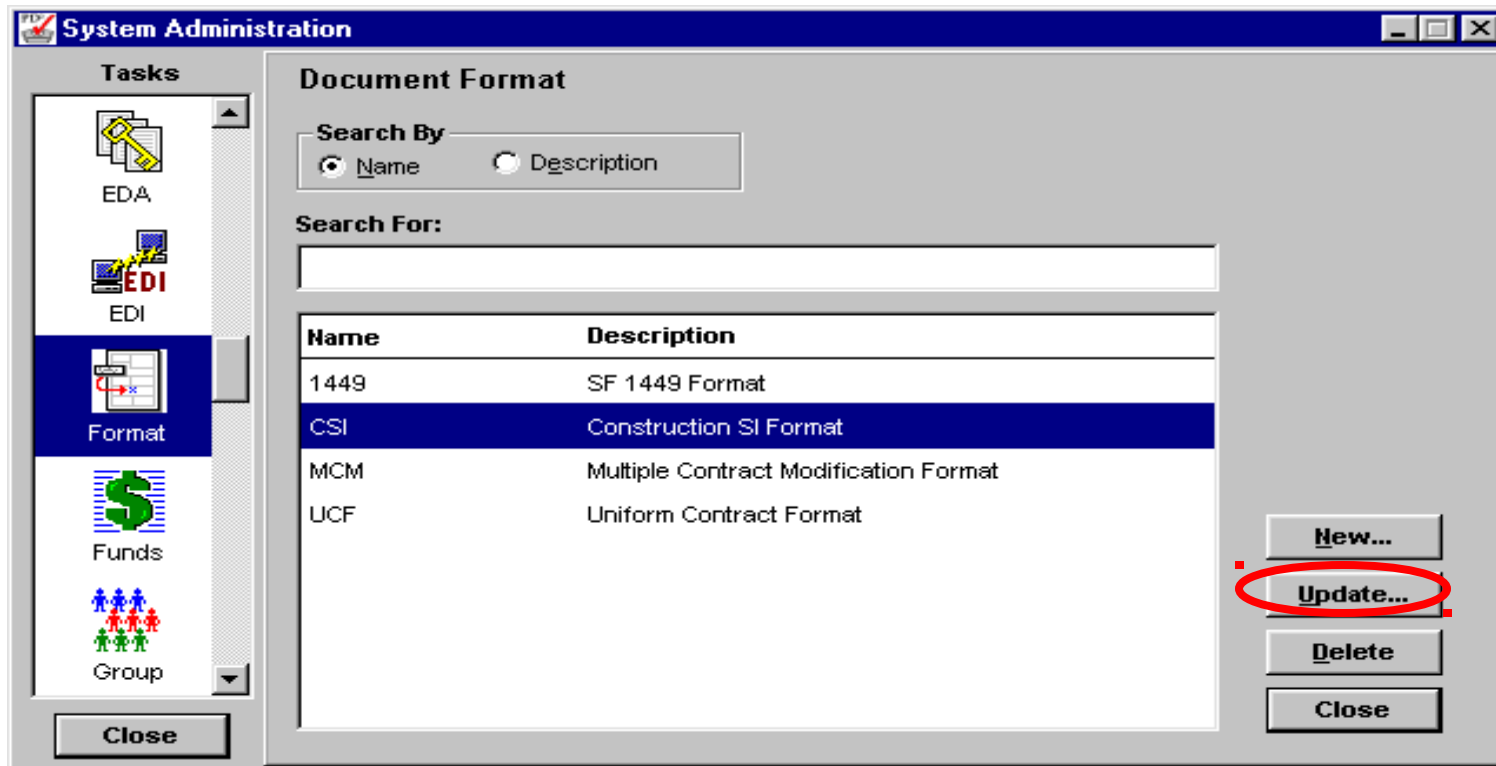
Cancel

Close

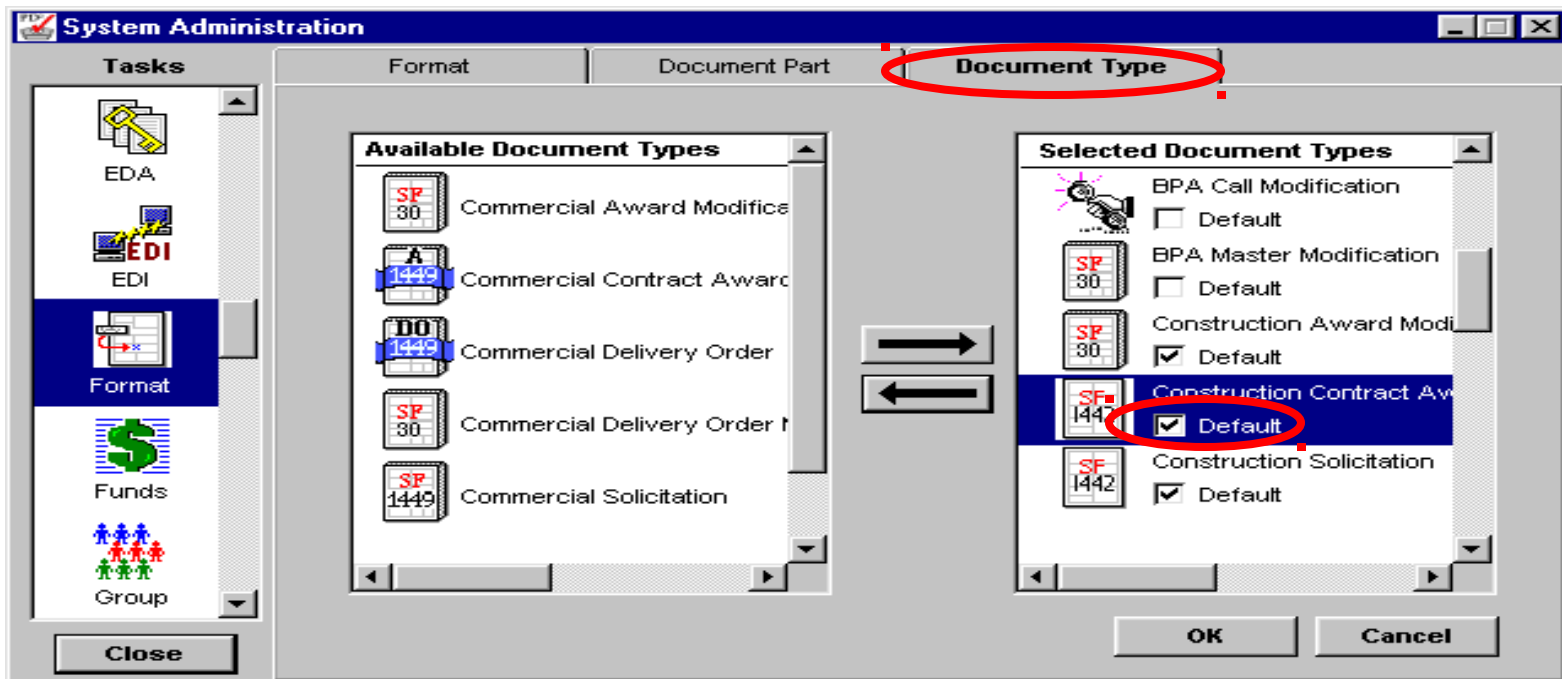
- In accordance with Air Force policy, the SF1442 and SF 252 contract format should be changed to reflect the UCF format. Select the Format task in System Administration.



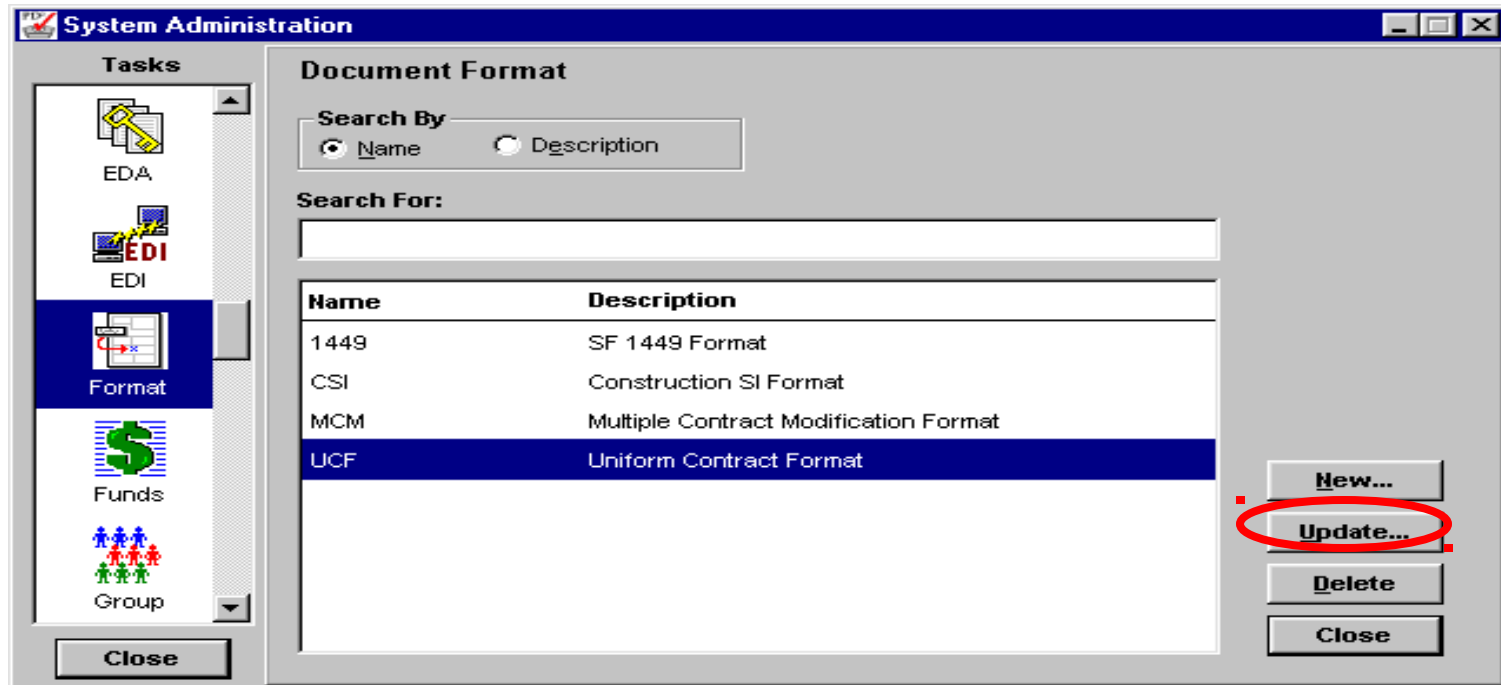
- Select CSI and click on the Update button



- Select the third tab titled, Document Type
- Deselect the Default for all SF 1442 and SF 252 award types
- Note: The SF30 Construction Award Modification and Amendment and the SF 1442 Construction Solicitation should also be deselected, as well as the SF 30 A&E Modification.
- Next, press the OK button from the Document Type menu



- Select UCF and press Update



- Select the third tab titled, Document Type
- Select the Default for all SF1442 award types
- Note: The SF30 Construction Award Modification and Amendment and the SF1442 Construction Solicitation should also be selected, as well as the SF 30 A&E Modification.
- Next, press the OK button from the Document Type menu

